



Indiana Department of Education

SUPPORTING STUDENT SUCCESS

TO: Corporation Test Coordinators

FROM: Michele Walker

DATE: February 6, 2009

RE: ADP WebEx Training

Thank you for your participation in the upcoming ADP Spring 2009 Exams.

Pearson is providing three administrative training sessions via WebEx between February 12 and February 26 to assist you in navigating through the PEMSolutions website and the use of administrator functions. The information below includes instructions for logging in to upcoming WebEx training sessions.

WebEx training sessions:

Dates and times for the training sessions are listed in Central Standard Time (CST). All training sessions are scheduled for one hour.

To log in to the WebEx session:

- Click on the link under the date for the training session you would like to attend. (You may need to copy and paste the link into the address bar of your web browser in order to access the link.)
- Click on the "Join Now" button to join the training session.
- Call **1-877-554-0877** toll-free and enter conference code **1676648101**. The password for each administrative training session is: pearson.

February 12 3PM CST

<https://intercall.webex.com/intercall/j.php?ED=112705417&UID=-1&PW=af2f7ce24e22352e025e5f5c>

February 17 9AM CST

<https://intercall.webex.com/intercall/j.php?ED=112705507&UID=0&PW=c981ab14292a38352e57>

February 26 10AM CST

<https://intercall.webex.com/intercall/j.php?ED=112705592&UID=0&PW=11712b435755181f0403>

If you have any questions or concerns, contact us by calling our Customer Service Center at 1-866-688-9555 or via e-mail (ADP@support.pearson.com).